

**SPORTS AND RECREATION ADVISORY COUNCIL
SOUTHSIDE RECREATION COMPLEX
COACH'S BUILDING
1114 SW KUHN ROAD
LAKE CITY, FLORIDA 32025**

AGENDA

MAY 28, 2013

6:00 P.M.

INVOCATION

PLEDGE TO U.S. FLAG

SCARLET FRISINA, CHAIRPERSON:

DISCUSSION AND ACTION ITEMS:

- (1.) SELECTION OF VICE CHAIR TO THE SPORTS AND RECREATION
ADVISORY COUNCIL**
- (2.) SELECTION OF SECRETARY TO THE SPORTS AND RECREATION
ADVISORY COUNCIL**
- (3.) REVIEW AND APPROVAL OF COLUMBIA COUNTY SPORTS AND
RECREATION ADVISORY COUNCIL BY-LAWS**
- (4.) SECURITY SYSTEM – SOUTHSIDE RECREATION COMPLEX**
- (5.) REPLACEMENT OF ENTRANCE SIGN – SOUTHSIDE RECREATION
COMPLEX**

PUBLIC COMMENTS

ADJOURNMENT

COLUMBIA COUNTY
SPORTS AND RECREATION ADVISORY COUNCIL
BY-LAWS

ARTICLE I - NAME AND AUTHORIZATION

1. Name

The name of the Council, as provided by Resolution Number 2013R16 of the Columbia County Board of County Commissioners, shall be known as the Columbia County Sports and Recreation Advisory Council, herein after referred to as the "Council".

2. Authorization

The Council exists by the authority of the Columbia County Board of County Commission, herein after referred to as the "Commission" and may be modified or abolished by action of the Commission.

ARTICLE II - PURPOSE AND FUNCTION

1. Purpose

The Council shall serve as advisors to the Commission in the capacity of a conflict resolution and recommending body on issues related to the field of sports and recreation services. It shall serve as a means of communication between the program participants, county staff and commission.

2. Function

The functions of the Board shall be:

- A. to encourage citizen participation;**

- B. to study issues, present or discuss policies and programs affecting parks, recreation, and community centers;
- C. to provide input on the values, goals, and objectives of programs;
- D. to make recommendations to the Commission regarding recreational facilities and programs and to act as oversight for the various recreational leagues for overall quality programs/service deliveries;
- E. to act as a body to resolve issues in the capacity of conflict/complaint resolution on various issues involving parks, recreation and community centers;
- F. assist in promoting county recreational facilities;

ARTICLE III - MEMBERSHIP

1. Members

The Sports and Recreation Advisory Council shall be comprised of the Chair of the Board of County Commissioners or/his/her designee and the President or his/her designee from each sports association organization and the President of each community centers or his/her designee and shall serve as voting members. The Commission shall also appoint to serve as non-voting members of the County Recreation Director and Landscape and Parks Director. Members shall serve without compensation.

2. Appointment

Members shall be appointed for a four (4) year term. It shall be the responsibility of the Commission to ensure an appointment is made in the event of a vacancy. The appointed member shall complete the unexpired term and be eligible for reappointment.

3. Vacancies

A member's position shall become vacant when:

A member fails to attend three consecutive, regularly scheduled meetings, or five of 12 regular or special meetings or workshops of the Council, the Council shall declare the member's office vacant and the vacancy shall be filled as provided herein, unless otherwise provided by law. All absences will be duly recorded in the meeting minutes.

When a member no longer meets the membership requirements, or

When a member's term expires, or

When a member resigns.

The Chair shall immediately, upon receipt of a resignation or when advised of a vacancy, notify the Commission.

ARTICLE IV - ORGANIZATION

1. Officers

The appointee of the Board of County Commissioners shall serve as the Chair.

The Council shall elect from its members a Vice-Chair and at the discretion of the Board a Secretary.

Officers shall be elected for a term of one (1) year at the last regular scheduled meeting of the year and shall assume office beginning the first regular scheduled meeting in the new year.

The officers shall perform the duties as prescribed by the parliamentary authority adopted by the Council.

2. Quorum

A majority of the Council shall constitute a quorum to hold a meeting or take any action.

3. Voting Rights

Each member, with the exception of non-voting members, shall be entitled to one (1) vote and shall cast that vote on each item submitted. Proxy votes and absentee ballots shall not be permitted. Members shall only abstain from a vote when there is a valid conflict of interest addressed to the Council.

ARTICLE V - Officers and Duties

1. Chair

The Chair shall appoint chairs of all committees, standing and special.

It is the Chair's responsibility to ensure compliance with the Bylaws. The Chair will notify members of removal from the committee for noncompliance. Specific questions of conflict of interest will be addressed by the County Attorney.

The Chair shall immediately, upon receipt of a resignation or when advised of a vacancy, notify the Commission.

2. Vice-Chair

The Vice-Chair shall perform the duties in the absence of the Chair.

3. Secretary

The Secretary shall schedule meetings in behalf of the Council, provide notice of scheduled meetings to the newspaper of general circulation through public service announcement; unless otherwise required by law, prepare and distribute to Council members the appropriate information related to the meeting agenda, take minutes of the meetings, distributes the minutes to Council members for review in advance of placing on agenda for acceptance by Council, maintains records of official Council meeting minutes, distributes copies of accepted minutes to the County Commission and County Manager and any other reasonable secretarial duties as requested by the Chair.

4. Removal

When an officer has been absent or has not performed the duties of that office for three consecutive meetings that officer may be removed from office by the Council with a majority vote at a regularly scheduled meeting.

ARTICLE VI - COUNCIL OPERATIONS

The Council shall have no authority other than as stipulated by the Bylaws and approved by the Board of County Commission.

The Council will meet routinely based upon an adopted meeting schedule which will be provided to the Commission. The meeting date may be changed by the Chair with notification in advance by mail or e-mail to the Council members. Special meetings may be called by the Chair or by a majority of the Council members.

All meeting will be open to the public. For advertising purposes, the Council will provide notification of scheduled meetings to the newspaper of general circulation and will insure agendas and minutes are available to the public in accordance with the State Sunshine Laws.

Special Meetings of the Council may be called by the Chairperson with the purpose of the meeting stated. Except in cases of emergency, at least two days notice shall be given each member of a special meeting.

Copies of the minutes shall be distributed to the County Commission and County Manager upon their acceptance by the Council.

ARTICLE VII - BYLAWS AND EFFECTIVE DATE

Any changes to the Bylaws will be reviewed and approved by the Council and the Commission.

These Bylaws shall become effective upon adoption by the Council and the Board of County Commission.

These Bylaws may be amended at any regular meeting by a majority vote of the membership provided that the amendment(s) has (have) been submitted in writing at the previous regular meeting.

These Bylaws have been adopted by the Council on this _____day of _____, 2013.

These Bylaws have been approved by the Board of County Commissioners on this 2nd day of May, 2013.

Lisa

**COLUMBIA COUNTY, FLORIDA
RESOLUTION NO. 2013R- 16**

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA, CREATING THE COLUMBIA COUNTY SPORTS AND RECREATION ADVISORY COUNCIL; PROVIDING FOR ITS PURPOSE AND FUNCTION, MEMBERSHIP, ORGANIZATION, OFFICERS AND DUTIES, COUNCIL OPERATIONS, BYLAWS AND EFFECTIVE DATE.

WHEREAS, the Columbia County Board of County Commissioners provides various sports and recreation facilities to the citizens of Columbia County and surrounding area; and

WHEREAS, residents and visitors to Columbia County need facilities for team sports, outdoor and civic affairs, and other recreational activities; and

WHEREAS, the County desires to ensure the efficient operation and management of the County sports complexes and recreational activities and it is, therefore, in the best interest of the public to establish a County Sports and Recreation Advisory Council ("Council") to advise the Board of County Commissioners on the County's sports, recreation facilities and programs.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. **NAME AND AUTHORIZATION:** The Columbia County Board of County Commissioners hereby creates the "Columbia County Sports and Recreation Advisory Council.". The Council exists by the authority of the Columbia County Board of County Commissioners ("Commission") and may be modified or abolished by action of the Commission at any regular meeting.

2. **PURPOSE:** The Council shall serve as an advisory board to the Commission in the capacity of a conflict resolution and recommending body on issues related to sports and recreational facilities in the County. It shall also serve as a liaison between users of the sports and recreation facility and County staff and the Commission.

3. **FUNCTION:** The primary functions of the Council shall be to encourage citizen participation in issues involving the facilities, including oversight for the various recreation leagues and to make recommendations to the Commission; act as a forum for conflict resolution; promote County recreational facilities and programs related thereto; and other similar functions beneficial to the establishment, operation and maintenance of the Council and its purpose.

4. **MEMBERS:** The Council shall be comprised of the President/Chairman or their designee from each sports association or organization in the County, community centers and parks as appointed by the Commission and shall serve as voting members. The Commission will also appoint to serve as non-voting members the County Recreation Director, County Landscape and Parks Director, and a Commission appointee. All members shall serve without compensation.

5. **APPOINTMENT OF MEMBERS:** Members shall be appointed for a four-year term and will serve until their successor is appointed. Members shall not serve more than two (2) full consecutive terms. The Commission will make timely appointments to fill any vacancy to complete the unexpired term of office which has been vacated.

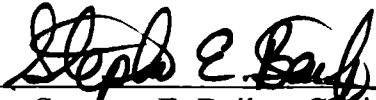
6. **COUNCIL OPERATIONS:** The Council will have no authority other than as provided in this Resolution and the bylaws of the Council which must be approved by the Commission. All Council meetings will be open to the public and meetings shall be held in accordance with the *Florida Sunshine Laws*.

7. **BYLAWS:** The Council shall adopt bylaws and rules of procedure to govern its operation. The bylaws and rules of procedure shall be subject to approval by the Commission.

8. **EFFECTIVE DATE:** This Resolution shall take effect upon its adoption by the Commission.

PASSED AND ADOPTED by the Columbia County Board of County Commissioners at its regular meeting on the 2nd. day of May, 2013.


**BOARD OF COUNTY COMMISSIONERS
COLUMBIA COUNTY, FLORIDA**

By: 
Stephen E. Bailey, Chairman

ATTEST: 
P. DeWitt Cason, Clerk of Courts

(SEAL) 

Approved as to legal form:


Marlin M. Feagle
County Attorney

April 30, 2013

M E M O

TO: Harvey Campbell

FR: Dale Williams

RE: Entry Sign - Southside Recreation Complex

As you are aware, the LED sign project on the Bascom Norris Connector entrance to the Southside Recreation Complex has been a failure. Low bid does not mean "good". All funds expended have been lost unless the judgement against the sign company pays in the future.

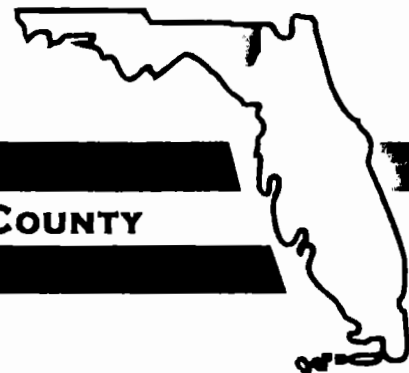
It is now time to revisit the project or to cancel it. I have attached a memo from Kevin Kirby regarding the project. I am interested to know the current opinion of the TDC board on this project. Should the TDC wish to continue with the project it will be necessary to address the purchasing requirements. I am of the opinion the project will require bids.

DW/pcs

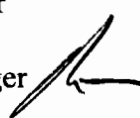
XC: Board of County Commissioners
Kevin Kirby
Lisa Roberts
Clint Pittman
Ray Hill
Outgoing Correspondence

District No. 1 - Ronald Williams
District No. 2 - Rusty DePratter
District No. 3 - Bucky Nash
District No. 4 - Stephen E. Bailey
District No. 5 - Scarlet P. Frisina

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY



MEMORANDUM

TO: Dale Williams, County Manager
FROM: Kevin Kirby, Operations Manager 
DATE: April 15, 2013
SUBJECT: Entry Sign at Southside

It has come to my attention that we need to replace the sign at the Southside. I would like to replace the top sign with the Sandblasted sign with the complex name with the LED message board mounted under it. The LED portion of the sign is manufactured by Daktronics, an American made company that has the parts and service available with five years Product Assurance. Action Signs and Graphics was the low bidder on the sandblasted signs and have several of the same LED signs here locally and the set up to install and maintain their product. Please see the attached photo and spec sheet for the LED portion of the sign in question. That it is my recommendation that we use Action signs and Graphics to install the new Southside entry sign. The new set up would be a two sided sandblasted sign at the top with complex name, mounted under it would be the two sided LED portion both of which will be on two powder coated steel poles. For the budget purposes not to exceed \$28,000 this would be what needed to install this project. Please keep in mind there will be a yearly cost associated with the programming software portion of the LED sign, which is basically a cell phone bill for a wireless programming of the sign. This cost is minimal and depends on what provider we use.

If you should need to discuss, please contact me.

HOMIES

FACTORY OUTLET

WOMEN'S
SWEATERS



Quote # 480953-1 Rev 0

Action Signs & Graphics Inc
Larry Perry
4180 S US Hwy 441
Lake City, FL USA 32025
Phone: (386) 752-0121
Fax: (386) 752-8765
Email: larry@actionsignsandgraphics.net

19/Mar/2013
Quote valid for: 90 days
Terms: 50% W/ORDER, 50% PBS
Subject to Credit Review
FOB: DAKTRONICS
Anticipated mfg time: ***See Notes

Reference: Columbia County

Ship date shall be established at time of order acceptance

Model	Description	Qty
AF-3220-16x64-34-R-2V	Galaxy® 34mm Monochrome Outdoor LED Matrix Display 3220 Series; Standard Cabinet Separation Up To 4ft	1
<div> <div> Line Spacing: 34mm Matrix: 16 lines by 64 columns LED Color: RED- 64 Shades Display Configuration: 2V - two one sided displays - same content Cabinet Design: Single Section per face Paint: Semi-Black All Around Active Area: 1' 9" H X 7' 1" W (Approx. Dimensions) Cabinet Dimensions: 2' 2" H X 7' 8" W X 0' 6" D (Approx. Dimensions) Max Power: 290 watts/display </div> <div> Ventilation: Rear Service Access: Front Only Signal Connections: Quick Connects External to Display Frames per Second: 10 Dimming: Automatic, Scheduled, or Manual Readable Viewing Angle: 70 degrees horizontal x 30 degrees vertical Optimal Viewing Angle: 70 degrees Horizontal x 30 degrees Vertical Weight: Unpackaged 120 lbs per display; Packaged 220 lbs per display Compliance Info: UL,cUL,UL-Energy Verified,FCC </div> </div>		
Galaxy® Wireless Ethernet Bridge Communication Upgrade Kit	Price Upgrade From Outdoor Galaxy® Communication Kit. Radio Set Includes: 1 Server (Sending) and 1 Client (Receiving). *Wireless communication devices may be affected by site specific conditions. Daktronics makes no guarantees that the communication device is suitable for every location.	1
Galaxy® AF-3220 Outdoor Wireless Ethernet Bridge Communication Kit (requires Upgrade Item)	Communication Method: Wireless Ethernet Bridge [Requires Upgrade Item]	1
Galaxy®/GalaxyPro® External Temperature Sensor	External Temperature Sensor with 25 ft. Quick Connect Cable	1
Venus® 1500 v4 Software	Venus® 1500 v4 License Code Compatible with Windows® XP, Windows® Vista™, Windows® 7 or Windows® 8	2
FREIGHT	Shipping to site	1
Services		
G5G5 - Product Assurance	Five (5) Year Product Assurance	1

Please reference listed sales literature: DD1360382 for Installation Assurance Plus, DD1361543 for Venus® 1500 v4 Software, DD1412075 for AF-3500-16x112-20-R-2V, DD1558151 for Venus® 1500 v4 Software Training - Web Seminar, DD1715852 for Galaxy® AF-3220 Outdoor Wireless Ethernet Bridge Communication Kit (requires Upgrade Item), DD1715852 for Galaxy® AF-35XX Outdoor Wireless Ethernet Bridge Communication Kit (Requires Upgrade Item), DD1715852 for Galaxy® Wireless Ethernet Bridge Communication Upgrade Kit, DD1763524 for AF-3220-16x64-34-R-2V, SL-04703 for P1G5-Platinum Service (9 month extension), SL-05659 for G5G5 - Product Assurance

Please reference listed shop drawings: DWG-00608280 for AF-3500-16x112-20-R-2V, DWG-00987555 for AF-3220-16x64-34-R-2V

Options

** Service Options

Installation Assurance Plus - Advanced onsite support of equipment installation. Adds 90 days onsite labor service to the Product Assurance and Includes one web seminar for product user

Venus® 1500 v4 Software Training - Web Seminar - Interactive web-based Venus® 1500 v4 training in a Daktronics hosted classroom environment (English only. To discuss other arrangements, please contact us at: softwaretraining@daktronics.com)

P1G5-Platinum Service (9 month extension) - Extend Platinum to 12 months of Daktronics onsite labor for commercial display(s). Includes 45' lift, normal business hours labor and requires purchase of an installation service.

Columbia County
TOURIST DEVELOPMENT COUNCIL


263 NW Lake City Avenue
Lake City, Florida 32055
Telephone: 386-758-1312 Fax: 386-758-1311

Harvey Campbell
Executive Director Tourism

Paulette M. Lord
Marketing Director

May 8, 2013

MEMORANDUM

TO:  Dale Williams
FROM: Harvey Campbell, Tourist Development Department
SUBJECT: Entry Sign – Southside Recreation Complex

In response to your memo of April 30, 2013, relating to the entrance sign at the Southside Recreation Complex, you requested an opinion of the Tourist Development Council of its interest in moving forward to replace the existing structure.

I have spoken with most of the board either in person or by telephone and the response has been unanimous that not only do they support moving forward with the projected \$28,000 bid process, they also expressed the opinion they had already approved replacement of the sign during the joint Board of County Commission/TDC meeting on Tuesday, Jan. 15, held at Florida Gateway College.

In the proposed expenditures there is an allocation for \$100,000 from the TDC portion of the project which was identified as "Landscaping, Signs, etc." As proposed in the Southside Sports Complex Improvements rendering, the layout includes a visual of the main entrance, including a sign and landscaping.

The opinion of the TDC board is to move forward with the replacement of the existing sign.

Proposed Southside Recreation Complex Improvements

Improvement	TDC Tournament Needs	Comments	Minimum Recreation Needs	Comments	Recreation League Needs	Description
Restrooms and Concessions	\$ 400,299					
3 site build combination buildings						
basic 12x25 concession stand		Options subject to TDC Approval				
painted concrete block, shingle roof	\$ 4,500	Change to Split Face Block				
A/C in restrooms only	\$ 12,500	Change to Metal Roof				
Covered walkway & cooling area	\$ 3,500	Add Air Conditioning for Concession area				
Playing Surface	\$ 161,800		\$ 161,800			
\$18,650 per 200 foot softball field						
\$21,800 per 200 foot baseball field						
16 fields						
Landscaping	\$ 100,000					
Entrance improvements, signs, etc.						
Bleachers and Shading	\$ 54,400		\$ 145,600			
40 sets of bleachers at \$3,640 per set						
Set aside \$54,400 for shading						
Parking Lots	\$ 167,774		\$ 35,000	Seal Coat Existing Parking Lots		
Lot and road improvements						
to serve soccer and girls softball						
Central Building			\$ 3,000	Repaint Interior and Exterior		
Expand building, add warming kitchen			\$ 7,500	Repair crack in floor/ Install VCT flooring		
			\$ 6,370	Add gutters to building		
Repair/Replace Lighting at Girls Softball	\$ 615,000	MUSCO Lights	\$ 77,000	Improvements to electrical system (need disputed)		
			\$ 150,000	Power to field lighting (277/480v)		
			\$ 10,000	Remove old poles and demo old lights		
Roof Replacement 2 Concession Stands					\$ 43,000	Replace Roof on all Dugouts at Girls Softball
						Upgrades to concession roof is option of Leagues
Babe Ruth Shingle Replacement			\$ 15,000		\$ 3,250	Upgrade to screw down metal roof
Girls Softball Shingle Replacement			\$ 15,000		\$ 9,500	Upgrade to standing seam roof
ADA Sidewalks			\$ 118,000			
Connector Sidewalks			\$ 7,500			
Safety Netting			\$ 183,000			
Pump Station			\$ 40,000			
Utility Connections	\$ 36,000					
Pole Barn/Storage with Fencing	\$ 11,250		\$ 11,250			
Soccer Fencing	\$ 8,800		\$ 8,800			
Contingency	\$ 128,532		\$ 128,532			
TOTAL	\$ 1,704,355	\$1,747,355	\$ 1,123,352	\$1,179,102	\$ 55,790	\$0